

~~ADMINISTRATIVE INTERNAL USE ONLY~~

1 October 1986

MEMORANDUM FOR: Director of Training and Education
THROUGH: Chief, Training Support Division
FROM: Allen R. Elkins
Director of Finance
SUBJECT: Sponsorship for Certified Public Accountant
Examinations

1. The Office of Finance looks upon the Certified Public Accountant Examination in the same light as the Bar Exam for lawyers. It is part of our business. I would like to use the CPA Exam as a diagnostic tool to determine the strengths and weaknesses to develop our new careerists in a realistic and systematic manner. This will also give us an indication of what training is needed before assignments.

2. Under the law pertaining to training, an examination fee may be paid if the examination is used as a diagnostic tool to determine deficiencies in knowledges and skills needed by an employee for the performance of official duties so as to ascertain his/her training needs when a determination of those needs through supervisory evaluation or other available appraisal system is too costly or unavailable.

3. Therefore, I request your approval of Finance sponsorship for MF careerists who meet the prerequisites to sit for the Exam. For those who are new to Government, I request approval prior to their completion of one full year of current continuous civilian service since the Exam is given only twice a year. I believe it is a disservice to Finance and to the Agency to have this capability but delay using it until employees have completed time in service and are on second tours.

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4. Since the laws pertaining to training govern my proposal, your approval of each case supported by a Request for Training at non-Agency Facility is appropriate.

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Allen R. Elkins

APPROVED:

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Director of Training and Education •

14 OCT 1986
(Date)